



U.S. Department of Justice

Office of Justice Programs

Office for Civil Rights

Washington, D.C. 20531

January 19, 2012

Thomas Trenbeath
Chief Deputy Attorney General
Office of the Attorney General
State of North Dakota
600 East Boulevard Avenue
Bismarck, ND 58505

Re: Equal Employment Opportunity Plan for the North Dakota Office of the Attorney General

Dear Attorney General Trenbeath:

The Office for Civil Rights, Office of Justice Programs has received the Equal Employment Opportunity Plan (EEOP) Short Form that you submitted on behalf of the North Dakota Office of the Attorney General in accordance with the provisions of its current grant awards. Based on this submission, the North Dakota Office of the Attorney General is in compliance with the Office for Civil Rights' Equal Employment Opportunity reporting requirement for this grant cycle. Your submission satisfies the EEOP requirement for any subsequent grants that the North Dakota Office of the Attorney General receives from the Department of Justice for a two year period.

If you have any questions regarding this matter, please contact the Office for Civil Rights at (202) 307-0690.

Sincerely,

Michael L. Alston
Director
Office for Civil Rights

EEOP Short Form



Fri Oct 28 15:19:20 EDT 2011

Step 1: Introductory Information

Grant Title:	COPS 08 Methamphetamine Initiative	Grant Number:	2008CKWX0216
Grantee Name:	ND Office of Attorney General	Award Amount:	\$631,328.00
Grantee Type:	State Government Agency		
Address:	PO Box 1054 Bismarck, North Dakota 58502-1054		
Contact Person:	Dallas Carlson, BCI Director	Telephone #:	701-328-5500
Contact Address:	PO Box 1054 Bismarck, North Dakota 58502-1054		
DOJ Grant Manager:	Dallas Carlson, BCI Director	DOJ Telephone #:	701-328-5500

Grant Title:	COPS 09 Methamphetamine Initiative	Grant Number:	2009CKWX0395
Grantee Name:	ND Office of Attorney General	Award Amount:	\$200,000.00
Grantee Type:	State Government Agency		
Address:	PO Box 1054 Bismarck, North Dakota 58502-1054		
Contact Person:	Dallas Carlson, BCI Director	Telephone #:	701-328-5500
Contact Address:	PO Box 1054 Bismarck, North Dakota 58502-1054		
DOJ Grant Manager:	Dallas Carlson, BCI Director	DOJ Telephone #:	701-328-5500

Grant Title:	Midwest High Intensity Drug Trafficking Area	Grant Number:	G11MW0006A
Grantee Name:	ND Office of Attorney General	Award Amount:	\$527,092.00
Grantee Type:	State Government Agency		
Address:	PO Box 1054 Bismarck, North Dakota 58502-1054		
Contact Person:	Dallas Carlson, BCI Director	Telephone #:	701-328-5500
Contact Address:	PO Box 1054 Bismarck, North Dakota 58502-1054		

DOJ Grant Manager: Dallas Carlson, BCI Director **DOJ Telephone #:** 701-328-5500

Grant Title: Internet Crimes Against Children-ARRA **Grant Number:** 2009SNB9K032

Grantee Name: ND Office of Attorney General **Award Amount:** \$413,449.00

Grantee Type: State Government Agency

Address: PO Box 1054
Bismarck, North Dakota
58502-1054

Contact Person: Dallas Carlson, BCI Director **Telephone #:** 701-328-5500

Contact Address: PO Box 1054
Bismarck, North Dakota
58502-1054

DOJ Grant Manager: Dallas Carlson, BCI Director **DOJ Telephone #:** 701-328-5500

Grant Title: Justice Assistance Grant **Grant Number:** 2006DJBX0050

Grantee Name: ND Office of Attorney General **Award Amount:** \$554,556.00

Grantee Type: State Government Agency

Address: PO Box 1054
Bismarck, North Dakota
58502-1054

Contact Person: Dallas Carlson, BCI Director **Telephone #:** 701-328-5500

Contact Address: PO Box 1054
Bismarck, North Dakota
58502-1054

DOJ Grant Manager: Dallas Carlson, BCI Director **DOJ Telephone #:** 701-328-5500

Grant Title: Justice Assistance Grant **Grant Number:** 2007DJBX0053

Grantee Name: ND Office of Attorney General **Award Amount:** \$783,143.00

Grantee Type: State Government Agency

Address: PO Box 1054
Bismarck, North Dakota
58502-1054

Contact Person: Dallas Carlson, BCI Director **Telephone #:** 701-328-5500

Contact Address: PO Box 1054
Bismarck, North Dakota
58502-1054

DOJ Grant Manager: Dallas Carlson, BCI Director **DOJ Telephone #:** 701-328-5500

Grant Title: Justice Assistance Grant **Grant Number:** 2008DJBX0740
Grantee Name: ND Office of Attorney General **Award Amount:** \$25,179.00
Grantee Type: State Government Agency
Address: PO Box 1054
Bismarck, North Dakota
58502-1054
Contact Person: Dallas Carlson, BCI Director **Telephone #:** 701-328-5500
Contact Address: PO Box 1054
58502-1054, North Dakota
58502-1054
DOJ Grant Manager: Dallas Carlson, BCI Director **DOJ Telephone #:** 701-328-5500

Grant Title: Justice Assistance Grant **Grant Number:** 2010DJBX0466
Grantee Name: ND Office of Attorney General **Award Amount:** \$784,665.00
Grantee Type: State Government Agency
Address: PO Box 1054
Bismarck, North Dakota
58502-1054
Contact Person: Dallas Carlson, BCI Director **Telephone #:** 701-328-5500
Contact Address: PO Box 1054
Bismarck, North Dakota
58502-1054
DOJ Grant Manager: Dallas Carlson, BCI Director **DOJ Telephone #:** 701-328-5500

Grant Title: Justice Assistance Grant **Grant Number:** 2011DJBX3061
Grantee Name: ND Office of Attorney General **Award Amount:** \$630,668.00
Grantee Type: State Government Agency
Address: PO Box 1054
Bismarck, North Dakota
58502-1054
Contact Person: Dallas Carlson, BCI Director **Telephone #:** 701-328-5500
Contact Address: PO Box 1054
Bismarck, North Dakota
58502-1054
DOJ Grant Manager: Dallas Carlson, BCI Director **DOJ Telephone #:** 701-328-5500

Grant Title:	NIC Act Record Improvement Program	Grant Number:	2011NCXK010
Grantee Name:	ND Office Of Attorney General	Award Amount:	\$205,973.00
Grantee Type:	State Government Agency		
Address:	PO Box 1054 Bismarck, North Dakota 58502-1054		
Contact Person:	Dallas Carlson, BCI Director	Telephone #:	701-328-5500
Contact Address:	PO Box 1054 Bismarck, North Dakota 58502-1054		
DOJ Grant Manager:	Dallas Carlson, BCI Director	DOJ Telephone #:	701-328-5500

Grant Title:	Project Safe Neighborhood 09	Grant Number:	2009GPBX044
Grantee Name:	ND Office of Attorney General	Award Amount:	\$60,633.00
Grantee Type:	State Government Agency		
Address:	PO Box 1054 Bismarck, North Dakota 58502-1054		
Contact Person:	Dallas Carlson, BCI Director	Telephone #:	701-328-5500
Contact Address:	PO Box 1054 Bismarck, North Dakota 58502-1054		
DOJ Grant Manager:	Dallas Carlson, BCI Director	DOJ Telephone #:	701-328-5500

Grant Title:	Residential Substance Abuse Treatment for State Prisoners	Grant Number:	2008RTBX0028
Grantee Name:	ND Office of Attorney General	Award Amount:	\$41,602.00
Grantee Type:	State Government Agency		
Address:	PO Box 1054 Bismarck, North Dakota 58502-1054		
Contact Person:	Dallas Carlson, BCI Director	Telephone #:	701-328-1054
Contact Address:	PO Box 1054 Bismarck, North Dakota 58502-1054		
DOJ Grant Manager:	Dallas Carlson, BCI Director	DOJ Telephone #:	701-328-5500

Grant Title:	Residential Substance Abuse Treatment for State Prisoners	Grant Number:	2010RTBX0015
Grantee Name:	ND Office of Attorney General	Award Amount:	\$136,153.00
Grantee Type:	State Government Agency		
Address:	PO Box 1054 Bismarck, North Dakota 58502-1054		
Contact Person:	Dallas Carlson, BCI Director	Telephone #:	701-328-5500
Contact Address:	PO Box 1054 Bismarck, North Dakota 58502-1054		
DOJ Grant Manager:	Dallas Carlson, BCI Director	DOJ Telephone #:	701-328-5500

Grant Title:	Residential Substance Abuse Treatment for State Prisoners	Grant Number:	2011RTBX0027
Grantee Name:	ND Office of Attorney General	Award Amount:	\$110,432.00
Grantee Type:	State Government Agency		
Address:	PO Box 1054 Bismarck, North Dakota 58502-1054		
Contact Person:	Dallas Carlson, BCI Director	Telephone #:	701-328-5500
Contact Address:	PO Box 1054 Bismarck, North Dakota 58502-1054		
DOJ Grant Manager:	Dallas Carlson, BCI Director	DOJ Telephone #:	701-328-5500

Grant Title:	Rural Law Enforcement Assistance-ARRA	Grant Number:	2009SDB90122
Grantee Name:	ND Office of Attorney General	Award Amount:	\$635,057.00
Grantee Type:	State Government Agency		
Address:	PO Box 1054 Bismarck, North Dakota 58502-1054		
Contact Person:	Dallas Carlson, BCI Director	Telephone #:	701-328-5500
Contact Address:	PO Box 1054 Bismarck, North Dakota 58502-1054		
DOJ Grant Manager:	Dallas Carlson, BCI Director	DOJ Telephone #:	701-328-5500

Grant Title:	SAC	Grant Number:	2006BJCXK036
Grantee Name:	ND Office of Attorney General	Award Amount:	\$35,720.00
Grantee Type:	State Government Agency		
Address:	PO Box 1054 Bismarck, North Dakota 58502-1054		
Contact Person:	Dallas Carlson, BCI Director	Telephone #:	701-328-5500
Contact Address:	PO Box 1054 Bismarck, North Dakota 58502-1054		
DOJ Grant Manager:	Dallas Carlson, BCI Director	DOJ Telephone #:	701-328-5500

Grant Title:	SAC	Grant Number:	2011BJCXK036
Grantee Name:	ND Office of Attorney General	Award Amount:	\$59,779.00
Grantee Type:	State Government Agency		
Address:	PO Box 1054 Bismarck, North Dakota 58502-1054		
Contact Person:	Dallas Carlson, BCI Director	Telephone #:	701-328-5500
Contact Address:	PO Box 1054 Bismarck, North Dakota 58502-1054		
DOJ Grant Manager:	Dallas Carlson, BCI Director	DOJ Telephone #:	701-328-5500

Grant Title:	SMART	Grant Number:	2009AWBX0016
Grantee Name:	ND Office of Attorney General	Award Amount:	\$300,000.00
Grantee Type:	State Government Agency		
Address:	PO Box 1054 Bismarck, North Dakota 58502-1054		
Contact Person:	Dallas Carlson, BCI Director	Telephone #:	701-328-5500
Contact Address:	PO Box 1054 Bismarck, North Dakota 58502-1054		
DOJ Grant Manager:	Dallas Carlson, BCI Director	DOJ Telephone #:	701-328-5500

Grant Title:	SMART	Grant Number:	2010AWBX0050
Grantee Name:	ND Office of Attorney General	Award Amount:	\$175,000.00
Grantee Type:	State Government Agency		
Address:	PO Box 1054 Bismarck, North Dakota 58502-1054		
Contact Person:	Dallas Carlson, BCI Director	Telephone #:	701-328-5500
Contact Address:	PO Box 1054 Bismarck, North Dakota 58502-1054		
DOJ Grant Manager:	Dallas Carlson, BCI Director	DOJ Telephone #:	701-328-5500

Grant Title:	FY 2010 Paul Coverdell Forensic Science Improvement Grants Program	Grant Number:	2010-CD-BX-0020
Grantee Name:	ND Office of Attorney General	Award Amount:	\$199,728.00
Grantee Type:	State Government Agency		
Address:	2641 East Main Ave Bismarck, North Dakota 58501		
Contact Person:	Hope Olson, Crime Lab Director	Telephone #:	701-328-6141
Contact Address:	2641 East Main Ave Bismarck, ND, North Dakota 58501		
DOJ Grant Manager:	Hope Olson, Crime Lab Director	DOJ Telephone #:	701-328-6141

Grant Title:	NIJ FY 11 Paul Coverdell Forensic Science Improvement Grants Program	Grant Number:	2011-CD-BX-0042
Grantee Name:	ND Office of Attorney General	Award Amount:	\$166,108.00
Grantee Type:	State Government Agency		
Address:	2641 East Main Ave Bismarck, North Dakota 58501		
Contact Person:	Hope Olson, Crime Lab Director	Telephone #:	701-328-6141
Contact Address:	2641 East Main Ave Bismarck, North Dakota 58501		
DOJ Grant Manager:	Hope Olson, Crime Lab Director	DOJ Telephone #:	701-328-6141

Grant Title:	NIJ FY 09 Coverdell Forensic Science Improvement Grant	Grant Number:	2009-CD-BX-0027
Grantee Name:	ND Office of Attorney General	Award Amount:	\$140,397.00
Grantee Type:	State Government Agency		
Address:	2641 East Main Ave Bismarck, North Dakota 58501		
Contact Person:	Hope Olson, Crime Lab Director	Telephone #:	701-328-6141
Contact Address:	2641 East Main Ave Bismarck, North Dakota 58501		
DOJ Grant Manager:	Hope Olson, Crime Lab Director	DOJ Telephone #:	701-328-6141

Grant Title:	NIJ FY 10 Convicted Offender and/or Arrestee DNA Backlog Reduction Program	Grant Number:	2010-DN-BX-K211
Grantee Name:	ND Office of Attorney General	Award Amount:	\$89,670.00
Grantee Type:	State Government Agency		
Address:	2641 East Main Ave Bismarck, North Dakota 58501		
Contact Person:	Hope Olson, Crime Lab Director	Telephone #:	701-328-6141
Contact Address:	2641 East Main Ave Bismarck, North Dakota 58501		
DOJ Grant Manager:	Hope Olson, Crime Lab Director	DOJ Telephone #:	701-328-6141

Grant Title:	NIJ FY 09 Forensic DNA Backlog Reduction Program Formula Grant Program	Grant Number:	2009-DN-BX-K140
Grantee Name:	ND Office of Attorney General	Award Amount:	\$100,000.00
Grantee Type:	State Government Agency		
Address:	2641 East Main Ave Bismarck, North Dakota 58501		
Contact Person:	Hope Olson, Crime Lab Director	Telephone #:	701-328-6141
Contact Address:	2641 East Main Ave Bismarck, North Dakota		

58501

DOJ Grant Manager: Hope Olson, Crime Lab Director **DOJ Telephone #:** 701-328-6141

Grant Title: NIJ FY 10 Forensic DNA Backlog Reduction Program **Grant Number:** 2010-DN-BX-K162

Grantee Name: ND Office of Attorney General **Award Amount:** \$150,000.00

Grantee Type: State Government Agency

Address: 2461 East Main Ave
Bismarck, North Dakota
58501

Contact Person: Hope Olson, Crime Lab Director **Telephone #:** 701-328-6141

Contact Address: 2641 East Main Ave
Bismarck, North Dakota
58501

DOJ Grant Manager: Hope Olson, Crime Lab Director **DOJ Telephone #:** 701-328-6141

Grant Title: DOT Traffic Safety Grant **Grant Number:** PHSP4101103-03

Grantee Name: ND Office of Attorney General **Award Amount:** \$165,000.00

Grantee Type: State Government Agency

Address: 2641 East Main Ave
Bismarck, North Dakota
58501

Contact Person: Hope Olson, Crime Lab Director **Telephone #:** 701-328-6141

Contact Address: 2641 East Main Ave
Bismarck, North Dakota
58501

DOJ Grant Manager: Hope Olson, Crime Lab Director **DOJ Telephone #:** 701-328-6140

Grant Title: FY09 Convicted Offender and/or Arrestee DNA Backlog Reduction Program **Grant Number:** 2009-DN-BX-K017

Grantee Name: ND Office of Attorney General **Award Amount:** \$70,840.00

Grantee Type: State Government Agency

Address: 2641 East Main Ave
Bismarck, North Dakota
58501

Contact Person: Hope Olson, Crime Lab Director **Telephone #:** 701-328-6171

Contact Address: 2641 East Main Ave
Bismarck, North Dakota
58501

DOJ Grant Manager: Hope Olson, Crime Lab Director

DOJ Telephone #: 701-328-6171

Grant Title: COPS 11 Child Sexual Predator
Program Initiative

Grant Number: 2011CKWX0015

Grantee Name: ND Office of Attorney General

Award Amount: \$500,000.00

Grantee Type: State Government Agency

Address: PO Box 1054
Bismarck, North Dakota
58502-1054

Contact Person: Dallas Carlson

Telephone #: 701-328-5500

Contact Address: PO Box 1054
Bismarck, North Dakota
58502-1054

DOJ Grant Manager: Dallas Carlson, BCI Director

DOJ Telephone #: 701-328-5500

Grant Title: Midwest High Intensity Drug
Trafficking Area

Grant Number: G10MW0006A

Grantee Name: ND Office of Attorney General

Award Amount: \$527,092.00

Grantee Type: State Government Agency

Address: PO Box 1054
Bismarck, North Dakota
58502-1054

Contact Person: Dallas Carlson, BCI Director

Telephone #: 701-328-5500

Contact Address: PO Box 1054
Bismarck, North Dakota
58502-1054

DOJ Grant Manager: Dallas Carlson, BCI Director

DOJ Telephone #: 701-328-5500

Grant Title: Internet Crimes Against Children

Grant Number: 2010MCCXK039

Grantee Name: ND Office Of Attorney General

Award Amount: \$204,551.00

Grantee Type: State Government Agency

Address: PO Box 1054
Bismarck, North Dakota
58502-1054

Contact Person: Dallas Carlson, BCI Director

Telephone #: 701-328-5500

Contact Address: PO Box 1054
Bismarck, North Dakota
58502-1054

DOJ Grant Manager: Dallas Carlson, BCI Director

DOJ Telephone #: 701-328-5500

Grant Title: Justice Assistance Grant

Grant Number: 2008DJBX0052

Grantee Name: ND Office of Attorney General

Award Amount: \$290,204.00

Grantee Type: State Government Agency

Address: PO Box 1054
Bismarck, North Dakota
58502-1054

Contact Person: Dallas Carlson, BCI Director

Telephone #: 701-328-5500

Contact Address: PO Box 1054
Bismarck, North Dakota
58502-1054

DOJ Grant Manager: Dallas Carlson, BCI Director

DOJ Telephone #: 701-328-5500

Grant Title: Justice Assistance Grant

Grant Number: 2009DJBX0282

Grantee Name: ND Office of Attorney General

Award Amount: \$828,189.00

Grantee Type: State Government Agency

Address: PO Box 1054
Bismarck, North Dakota
58502-1054

Contact Person: Dallas Carlson, BCI Director

Telephone #: 701-328-5500

Contact Address: PO Box 1054
Bismarck, North Dakota
58502-1054

DOJ Grant Manager: Dallas Carlson, BCI Director

DOJ Telephone #: 701-328-5500

Grant Title: Justice Assistance Grant-ARRA

Grant Number: 2009SUB90048

Grantee Name: ND Office of Attorney General

Award Amount: \$3,162,336.00

Grantee Type: State Government Agency

Address: PO Box 1054
Bismarck, North Dakota
58502-1054

Contact Person: Dallas Carlson, BCI Director

Telephone #: 701-328-5500

Contact Address: PO Box 1054

Bismarck, North Dakota
58502-1054

DOJ Grant Manager: Dallas Carlson, BCI Director

DOJ Telephone #: 701-328-5500

Grant Title: Project Safe Neighborhood 08

Grant Number: 2008GPCX0041

Grantee Name: ND Office of Attorney General

Award Amount: \$64,602.00

Grantee Type: State Government Agency

Address: PO Box 1054
Bismarck, North Dakota
58502-1054

Contact Person: Dallas Carlson, BCI Director

Telephone #: 701-328-5500

Contact Address: PO Box 1054
Bismarck, North Dakota
58502-1054

DOJ Grant Manager: Dallas Carlson, BCI Director

DOJ Telephone #: 701-328-5500

Grant Title: Project Safe Neighborhood 09

Grant Number: 2010GPBX0044

Grantee Name: ND Office of Attorney General

Award Amount: \$60,633.00

Grantee Type: State Government Agency

Address: PO Box 1054
Bismarck, North Dakota
58502-1054

Contact Person: Dallas Carlson, BCI Director

Telephone #: 701-328-5500

Contact Address: PO Box 1054
Bismarck, North Dakota
58502-1054

DOJ Grant Manager: Dallas Carlson, BCI Director

DOJ Telephone #: 701-328-5500

Grant Title: Residential Substance Abuse
Treatment for State Prisoners

Grant Number: 2009RTBX0030

Grantee Name: ND Office of Attorney General

Award Amount: \$46,750.00

Grantee Type: State Government Agency

Address: PO Box 1054
Bismarck, North Dakota
58502-1054

Contact Person: Dallas Carlson, BCI Director

Telephone #: 701-328-5500

Contact Address: PO Box 1054

Bismarck, North Dakota
58502-1054

DOJ Grant Manager: Dallas Carlson, BCI Director

DOJ Telephone #: 701-328-5500

Grant Title: NIJ FY 11 DNA Backlog Reduction Program **Grant Number:** 2011-DN-BX-K511

Grantee Name: ND Office of Attorney General **Award Amount:** \$200,000.00

Grantee Type: State Government Agency

Address: 2641 East Main Ave
Bismarck, North Dakota
58501

Contact Person: Hope Olson, Crime Lab Director **Telephone #:** 701-328-6141

Contact Address: 2641 East Main Ave
Bismarck, North Dakota
58501

DOJ Grant Manager: Hope Olson, Crime Lab Director **DOJ Telephone #:** 701-328-6141

Policy Statement:

It is the continuing policy of the North Dakota Office of Attorney General to afford equal employment opportunity to qualified individuals regardless of their sex, race, creed, disability, or national origin, and to conform to applicable laws and regulations. Equal opportunity encompasses all aspects of employment practices to include, but not limited to, recruiting, hiring, training, compensation, benefits, promotions, transfers, layoffs, recall from layoffs, discipline, and department sponsored educational, social, and recreational programs. Additionally, it is the policy of this agency to provide members viable means of communication and resolving grievances and complaints regarding unlawful discriminatory employment practices. Any employee of the Office of Attorney General who fails to comply with this policy is subject to appropriate disciplinary action.

Step 4b: Narrative Underutilization Analysis

The Human Resource Office (HR) reviewed the Utilization Analysis and noted the following:

It is important to note that the State of North Dakota is at full employment. There are more jobs in the state than people to fill them.

In reviewing the new job categories as outlined by the EEOP Short Form the HR office determined that the NDOAG did not have positions in the Technician and Skilled Worker job categories and had only one position in the Service/Maintenance category.

White males were under-represented in the following job categories: Officials/Administrators (-15%), Professionals (-5%) and Administrative Support (-20%).

White females were under-represented in the following job categories: Protective Services Sworn Officials (-11%) and Protective Services Sworn Patrol Officers (-37%).

Although the Utilization Analysis indicated other instances of under-representation, the actual numbers of employees in some of the job categories made it difficult to draw any reliable conclusions regarding underutilization.

In reviewing the EEOP Short Form from the NDOAG submitted to the OCR two years ago, we were able to track improvements in the recruitment and retention of white males in the Administrative Support category from -28% to -20% and white females in the Officials/Administrators category from -6% to 13%, and Protective Services Sworn Patrol Officers category from -51% to -37%. We have formulated our current objectives and the steps to achieve them based on our successful recruitment efforts over the last two years.

Step 5 & 6: Objectives and Steps

1. To encourage white males to apply for vacancies in the Administrative Support job categories.

a. Job Announcements are currently advertised through North Dakota Job Service which has satellite offices located throughout the state and is available on the national level. Job Announcements are available through the North Dakota state website and the Office of Attorney General website. In recruiting white males in the administrative support area this office is in competition with the local job market and the Bakken Formation Oil Companies. It has become a challenge to have white males apply for administrative support positions.

The Human Resource Office will continue to review the recruitment process to encourage white males to apply for administrative support positions.

2. To encourage white females to apply for vacancies in the Protective Services: Official and Protective Services: Sworn Patrol Officers job categories.

a. Job Announcements are currently advertised through North Dakota Job Service which has satellite offices located throughout the state and is available on the national level. Job Announcements are available through the North Dakota website and the Office of Attorney General website.

The Human Resource Office will enhance outreach efforts that target white female applicants in the Protective Services Sworn Official and Protective Services Sworn Patrol Officer categories (e.g. posting job announcements on law enforcement association websites).

The Human Resource Office will review the applicant flow data for vacancies in the last fiscal year in the Protective Services Sworn Official and Protective Services Patrol Officer job categories to determine whether any step in the selection process for these positions may have had a significant impact on screening out white female applicants.

Step 7a: Internal Dissemination

Distribute a hard copy of the EEOP to all employees in a supervisory position.

Send an e-mail to all employees to let them know that a copy of the EEOP Short Form is available upon request.

All personnel forms and all recruitment materials (ads, notices, postings, job descriptions, etc. include the phrase "Equal Opportunity Employer".

Step 7b: External Dissemination

The Attorney General's Human Resource Office will include a written statement in all job announcements and other communications with prospective employees to notify them that they may obtain a copy of the EEOP Short form on request.

The Human Resource Office will post on its public website a PDF file of the EEOP Short Form that any user may access and download.

Utilization Analysis Chart

Relevant Labor Market: North Dakota

Job Categories	Male							Female						
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races
Officials/Administrators														
Workforce #/%	11/52%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	9/43%	0/0%	0/0%	1/5%	0/0%	0/0%	0/0%
CLS #/%	36,070/68%	120/0%	60/0%	485/1%	80/0%	4/0%	70/0%	15,695/29%	95/0%	20/0%	500/1%	50/0%	4/0%	25/0%
Utilization #/%	-15%	-0%	-0%	-1%	-0%	-0%	-0%	13%	-0%	-0%	4%	-0%	-0%	-0%
Professionals														
Workforce #/%	21/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	42/67%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	20,325/38%	150/0%	135/0%	410/1%	510/1%	0/0%	60/0%	30,130/57%	200/0%	35/0%	1,085/2%	165/0%	4/0%	65/0%
Utilization #/%	-5%	-0%	-0%	-1%	-1%	0%	-0%	10%	-0%	-0%	-2%	-0%	-0%	-0%
Technicians														
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	2,600/32%	4/0%	25/0%	135/2%	15/0%	0/0%	4/0%	5,100/63%	30/0%	4/0%	140/2%	40/0%	0/0%	4/0%
Utilization #/%														
Protective Services: Sworn-Officials														
Workforce #/%	26/93%	1/4%	0/0%	1/4%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	2,645/75%	50/1%	10/0%	365/10%	0/0%	0/0%	4/0%	395/11%	4/0%	0/0%	70/2%	0/0%	0/0%	0/0%
Utilization #/%	18%	2%	-0%	-7%	0%	0%	-0%	-11%	-0%	0%	-2%	0%	0%	0%
Protective Services: Sworn-Patrol Officers														
Workforce #/%	10/83%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	2/17%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	3,450/43%	14/0%	10/0%	90/1%	25/0%	0/0%	4/0%	4,365/54%	10/0%	0/0%	80/1%	25/0%	0/0%	10/0%
Utilization #/%	41%	-0%	-0%	-1%	-0%	0%	-0%	-37%	-0%	0%	-1%	-0%	0%	-0%
Protective Services: Non-sworn														
Workforce #/%	7/64%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	4/36%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	150/41%	0/0%	0/0%	10/3%	0/0%	0/0%	0/0%	180/50%	8/2%	0/0%	15/4%	0/0%	0/0%	0/0%
Utilization #/%	22%	0%	0%	-3%	0%	0%	0%	-13%	-2%	0%	-4%	0%	0%	0%

Job Categories	Male							Female						
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races
Administrative Support														
Workforce #/%	5/8%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	59/92%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	21,995/28%	195/0%	115/0%	635/1%	75/0%	10/0%	30/0%	52,110/67%	420/1%	145/0%	1,910/2%	165/0%	15/0%	110/0%
Utilization #/%	-20%	-0%	-0%	-1%	-0%	-0%	-0%	25%	-1%	-0%	-2%	-0%	-0%	-0%
Skilled Craft														
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	31,520/90%	185/1%	100/0%	1,180/3%	45/0%	0/0%	85/0%	1,750/5%	20/0%	15/0%	85/0%	4/0%	0/0%	4/0%
Utilization #/%														
Service/Maintenance														
Workforce #/%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	48,790/50%	840/1%	320/0%	2,300/2%	205/0%	4/0%	135/0%	41,640/43%	710/1%	240/0%	1,865/2%	380/0%	4/0%	100/0%
Utilization #/%	-50%	-1%	-0%	-2%	-0%	-0%	-0%	57%	-1%	-0%	-2%	-0%	-0%	-0%

Significant Underutilization Chart

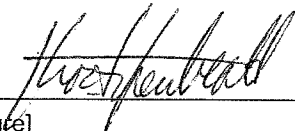

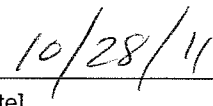
Job Categories	Male						Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races
Administrative Support	✓													

Law Enforcement Category Rank Chart

Job Categories	Male						Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races
Director, Bureau of Criminal Investigation														
	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Chief Investigator														
	3/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Criminal Investigator III														
	9/90%	1/10%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Criminal Investigator II														
	13/93%	0/0%	0/0%	1/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Protective Services: Sworn-Patrol Officers														
	10/83%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	2/17%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%

I understand the regulatory obligation under 28 C.F.R. 42.301-.308 to collect and maintain extensive employment data by race, national origin, and sex, even though our organization may not use all of this data in completing the EEOP Short Form.

I have reviewed the foregoing EEOP Short Form and certify the accuracy of the reported workforce data and our organization's employment policies.

		
_____ [signature]	_____ [title]	_____ [date]